

# ***SAFELY HOME, FAMILIES FIRST***

## **Regional Service Council Minutes**

### **Region #16 Meeting**

**Date:** April 23, 2015

**Time:** 12:00 Noon

**Location of Meeting:** Vincennes University, Ft. Branch, Indiana

**Meeting Chair:** Regional Manager Melanie Flory

**Meeting Secretary:** LaJean Gentry

**Call to Order:** 12:00 Noon CDT

**Roll Call:** Quorum – 9 of 13 Voting Members Present

#### **Voting Members Present**

Melanie Flory  
Libby Treado  
Shirley Starks  
Michael Summers  
Stephanie Hunt  
Aaron Simpson  
Melissa Haaff  
Trina Russell (Proxy for Suzanne Draper)  
Dirk Carnahan

#### **Phone Present**

#### **Absent with Regret**

Judge Robert R. Aylsworth  
Suzanne Draper

#### **Absent**

Judge Brett Niemeier  
Judge Joseph Verkamp  
Margaret Angel

#### **Others in Attendance**

Michael Singleton  
Natalie Kassenbrock  
Melanie Reising  
Samantha Freeman  
Barb Tilly  
Kenneth Malapote  
Gini Combs  
Donna Culley  
Lori Reinhart  
Kris Mann  
Jeff Gray  
Shayna Jones  
Sidney Hardgrave  
Kim Bivens  
Nicole Schultz  
Tiffanie Bailey  
Laura Walker  
Jim Ward

## **Welcome**

Melanie Flory welcomed everyone to the meeting and introductions were made. Melanie introduced Dirk Carnahan who will serve as the new prosecutor representative for RSC. Melissa Haaff made motion to accept the nomination of Dirk Carnahan as RSC prosecutor representative. Trina Russell seconded that motion. Motion carried by unanimous vote.

## **Approval of minutes from last meeting on January 29, 2015:**

As read   X  

As corrected       

Minutes of the January 29, 2015 RSC meeting had previously been e-mailed. Melissa Haaff made motion to approve the Minutes. Trina Russell seconded that motion. Minutes of the January 29, 2015 meeting were approved by unanimous vote.

## **Program/Committee Reports**

**Community Partners Report** – Natalie Kassenbrock – Natalie stated the reports have been posted to the IHBS website. March's monthly summary for Region 16 reflected that there were 118 open cases with 67 new referrals being received. Of those referrals 10 came from Gibson, 5 from Knox, 1 from Posey, 46 from Vanderburgh and 5 from Warrick. A total of 665 families have been referred so far this fiscal year, July through March. That report is broken down by counties and further by how the families were referred. The closed case summary report for the third quarter of January through March, 2015, showed there were 221 referrals made with 163 closed and 162 of those cases meeting at least one goal with the family. The budget report reveals that in March they are at 78.8% of the budget, with the target amount being 74%. They are watching the budget closely so as not to run out of funds before June 30<sup>th</sup>.

Contracting reports are also included on the website for those agencies contracted under Community Partners. Contract information for the next fiscal year was posted to the IHBS website. Proposals were then read and combined. No new proposals were received for the upcoming year, so all agencies remain the same, and the funding amounts remain the same as last year as well. No issues or concerns concerning the programs or funding were noted in discussion. Trina Russell made motion to accept the programs and funding amounts as presented for the fiscal year beginning July 1, 2015. Aaron Simpson seconded that motion. Motion carried by unanimous vote.

**Region 16 Practice Indicators** – Melissa Haaff – Melissa reported counties continue to monitor the reports regarding practice as well as those involving how many days children are in care and repeat maltreatment. The MAGIK system continues to be enhanced with more and more reports being generated.

Melanie noted that Central Office also continues to monitor the length of stay report on placements out of the home in an effort to look at what can be done to reduce the number of days that children are out of their homes with the idea that if cases can be closed earlier that reduces FCM caseloads, which are high. Central Office is piloting the Front End Project which looks at cases during the assessment period to determine what could have been done or put in place at the beginning of the

case to lead to a shorter period of time in care such as a safety plan, putting a child back in the home with intensive services, etc.

Central Office also monitors visitation between FCM's and Children. FCM's are required to visit a child at least once monthly and visits can occur between the home or school alternately by month. Visitation goal is 100%. Generally, there is a good reason if that 100% is not achieved and occurs when a child is a runaway or there are glitches in MaGIK.

Overdue assessment reports are also being monitored. A month ago there were 59 overdue assessments but those numbers are now down to 23. Melanie's goal is for that to be under ten.

**Practice Update** -- Trina Russell – Trina reported many changes went into effect on January 1 regarding training of case managers in cohort as facilitators of Child and Family Team Meetings, and continues to be a learning process. February 11 was the first regional peer coach orientation with the hope of having six or seven new peer coaches for the region. The regional peer coach meeting was hosted in Warrick County this week. The meetings are held in each county of the region on a rotating basis. Regional facilitator Darcy Durbin is working on a flow chart of the new process. Trina will attend a practice consultant meeting next week. The next regional peer coach orientation is coming up on June 4, and it is hoped to continue to have those meetings on a quarterly basis. Three people have been identified and five are needed to have the orientation. The next peer coach meeting will be held on June 15. Indianapolis will host a peer coach workshop in July.

**Regional Foster Care** – Sam Freeman – Sam noted there are 283 foster homes currently licensed in Region 16 with 18 new homes licensed this quarter. There are two new workers on Sam's team based in Gibson and Warrick Counties, so it is hoped that the numbers of homes licensed will increase soon. A foster family fun day event will be held at CMOE on May 2 with 225 RSVP's having been received.

Five out of six counties have a foster parent support group. Some groups meet bi-monthly and others meet quarterly. These meetings are held to provide support to foster parents on a consistent basis, as well as provide training and address any issues.

SAFE training has been held for the foster care workers with the two new workers scheduled to attend as well in June. This training involves completing home studies in a new way.

Foster Care Supervisors and Regional Managers have been meeting monthly in Indianapolis. Jane Bisbee, Deputy Director of the Field, met with everyone to discuss foster care retention. Her discussion focused on customer service with foster parents to help solve any issues they may be having so they can maintain care of children. Placement of children with relatives is always preferred but when that is not possible counties need and depend on their foster parents.

**QSR/QAR Update**— Melanie Flory — Melanie noted the region continues to look at areas of challenge identified in December's regional QSR and ways to improve those.

**Permanency Round Tables**— Melanie Reising —Streamlining the process of the Permanency Round Table and the Permanency Team continues with the new process continuing to work well in the region.

**Budget Report** -- Melanie Flory – Melanie reported for Keith stating the region was on target with the budget. Melanie noted the region is always looking at placements and services in an effort to be fiscally responsible.

**Services** – Melanie Flory – There are no new announcements. One new RFP for services was recently posted.

**Unfinished Business**

**Judges' Updates** — No judges were available for today's meeting.

**New Business**

Jim Ward, Executive Director with Hillcrest Washington announced they have submitted a proposal for substance abuse for adolescents.

**Public Testimony/Announcements**

Donna Culley distributed flyers with information for an event occurring on May 2 from 9:00 a.m. to 1:00 p.m. at the YMCA in downtown Evansville. Many providers will be participating. The event is to focus on children's mental health awareness but will be a fun day for families with free food, games, etc.

**Next Meeting Date, Location and Time:** As there was no further business, the meeting was adjourned. RSC will meet on July 30, 2015 with the time and location to be announced.

Signatures:

Secretary \_\_\_\_\_

Chair \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Approved: \_\_\_\_\_(Secretary's initials)      Date: \_\_\_\_\_

**Regional Service Council    Region 16 Motion Chart****Date: April 23, 2015****Chair:    Regional Manager Melanie Flory**

Motion	Discussion	Action	Person Responsible
1. Motion to approve Dirk Carnahan as prosecutor representative for RSC.	None	Adopted – Approved by 9 voting members.	Motion by Melissa Haaff to Approve  Seconded by Trina Russell  All voting members present approved.
2. Motion to approve the minutes from the January 29, 2015 meeting.	None	Adopted – Approved by 9 voting members.	Motion by Melissa Haaff to Approve  Seconded by Trina Russell  All voting members present approved.
3. Motion to approve Community Partners services and funding for the next fiscal year beginning July 1, 2015.	Agencies, services, and funding remain the same as last fiscal year.	Adopted – Approved by 9 voting members	Motion by Trina Russell to approve  Seconded by Aaron Simpson.  All voting members present approved


Vote count must be recorded in the minutes.